

*****CAREER OPPORTUNITY*****

The United States District Court District of Delaware

Position: Network Administrator/Programmer

Location: Boggs Courthouse, 844 N King Street, Wilmington, Delaware

| Salary/Target Grade | Opening Date | Closing Date | Announcement |
|----------------------------|---------------------|---------------------|---------------------|
| \$44,579-\$72,493 (CL-26) | | | |
| \$48,997-\$79,615 (CL-27) | April 9, 2010 | Until Closed | 10-02 |

Position Overview

This position is located within the Automation Department and reports to the Systems Manager. The Network Administrator/Programmer responsibilities include, but are not limited to administration of the courts LAN software and hardware, installation of new operating environments and the performance of daily maintenance routines. Oversees implementation of operating system patches, upgrades and releases as well as initiation, verification, and maintenance of data backup systems and disaster recovery procedures. This position will also be responsible for the design, development, maintenance and management of the District Court internet and intranet web sites and web servers as well as the creation of custom reports employing ODBC and Crystal Reports.

Qualifications

Applicants should possess:

- Experience with MS Server 2008/2003 administration, workstation and application deployment. Data backup and recovery design, implementation and administration in windows environments. MSCE preferred.
- Experience using HTML to interact with SQL Server, Microsoft Access, Oracle and/or Informix databases.
- Good working knowledge of programming languages (e.g., Bourne, Korn, Perl) and Server/Web environment software such as JAVA, ASP, .NET, XML, SQL and other web technologies.
- Experience in constructing web sites using tools such as Dreamweaver, FrontPage, etc.
- Experience building reports using Crystal Reports.
- Bachelor or Associates Degree in Computer Science or related field is preferred.
- 2 years of network administration and programming or applicable work experience is desired.

Candidate must possess exceptional analytical and communication skills, both orally and in writing; ability to exercise mature judgment and to manage multiple projects simultaneously; ability to deal effectively with the District Judges, Magistrate Judges, and other members of the Court; be a team player who is highly motivated and flexible in a changing environment. Attention to detail is critical. Position necessitates some lifting and may require some travel, including occasional overnight travel. Professional or businesslike approach and attire are required.

Education & Experience Education & Experience

The completion of a degree in computer science, information systems management (or other related field), or significant experience in a directly related field is preferred. Otherwise, the minimum requirement is the possession of a High School Diploma or GED, and experience in a directly related field. Transcripts may be required for verification prior to the start of employment.

CL-26 High School graduation plus 1 year of specialized experience;

CL-27 High School graduation plus 2 years of specialized experience;

Benefits

The United States District Court for the District of Delaware offers a generous benefit's package (some benefits require a waiting period) to full-time employees which includes:

- 10 Paid Holidays
- 13 Days Paid Vacation (first 3 years)
- 20 Days Paid Vacation (after 3 years)
- 26 Days Paid Vacation (after 15 years)
- Medical Coverage
- Long Term Care Insurance Options
- Paid Sick Leave
- Retirement Benefits and Thrift Savings Plan
- Life Insurance Plan Options
- Commuter Benefits Program
- Credit Union Participation
- Medical/Dependent Care Reimbursement Accts.

Information for Applicants

Submit resumes to: Personnel, 844 N King Street, Unit 18, Wilmington, Delaware, 19801-3570.

The U.S. District Court reserves the right to modify the conditions of this job announcement, to withdraw the job announcement, or to fill the position(s) sooner than the closing date, if a closing date is shown, any of which action may occur without prior written notice or other notice. This job announcement may involve filling more than one position described herein.

The salary for this position will be based upon experience and education in accordance with the Court Personnel System of the U.S. Courts. Employees will be subject to a probationary period before permanent status is achieved. Advancement on the pay scale is contingent upon satisfactory performance.

This position is a mandatory EFT (Electronic Funds Transfer) participation for payment of net pay, i.e., Direct Deposit.

The U.S. District Court requires employees to adhere to a Code of Ethics and Conduct which is available to applicants for review upon request.

Verification of employment eligibility according to the Immigration Control and Reform Act of 1986 will be required of all new employees of the U.S. District Court.

As a condition of employment, the selected candidate must successfully complete a background check that may involve a fingerprint search of criminal history records, or a ten-year background investigation to be updated every five years thereafter.

Due to the volume of applications received, the U.S. District Court will only communicate to those individuals who will be tested or interviewed. If you are not notified by us, another candidate within the recruitment was selected.

The U.S. District Court will maintain position opening applications or resumes on file to quantify applicant data for statistical reporting requirements.

**If you have any questions regarding this announcement please contact
our Personnel Specialist at (302) 573-6170.**

The U.S. District Court for the District of Delaware is an Equal Opportunity Employer